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THE FINANCE, INSURANCE AND REAL ESTATE INDUSTRIES IN MONTANA

A SURVEY
ON OCCUPATIONAL EMPLOYMENT
WITH
LABOR MARKET CHARACTERISTICS

1976

RESEARCH AND ANALYSIS SECTION
EMPLOYMENT SECURITY DIVISION
DEPARTMENT OF LABOR AND INDUSTRIES
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MONTANA'S FINANCE, INSURANCE, AND REAL ESTATE INDUSTRY

A SURVEY ON OCCUPATIONAL EMPLOYMENT WITH LABOR MARKET CHARACTERISTICS

1976

STATE OF MONTANA

THOMAS L. JUDGE, GOVERNOR

DEPARTMENT OF LABOR AND INDUSTRY
DAVID E. FULLER, COMMISSIONER

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October 1977

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The research staff at the Employment Security Division would like to thank all of the individuals, agencies, and businesses that made this publication possible. First, we would like to mention all of the firms that cooperated with the program by taking their valuable time to supply occupational employment information for their particular firms. We are proud of their contribution to a program that will provide good current information on the occupational structure of Montana's finance, insurance, and real estate industries. Because of their efforts, our educators, manpower planners and tomorrow's work force will have better information in the process of choosing their careers.

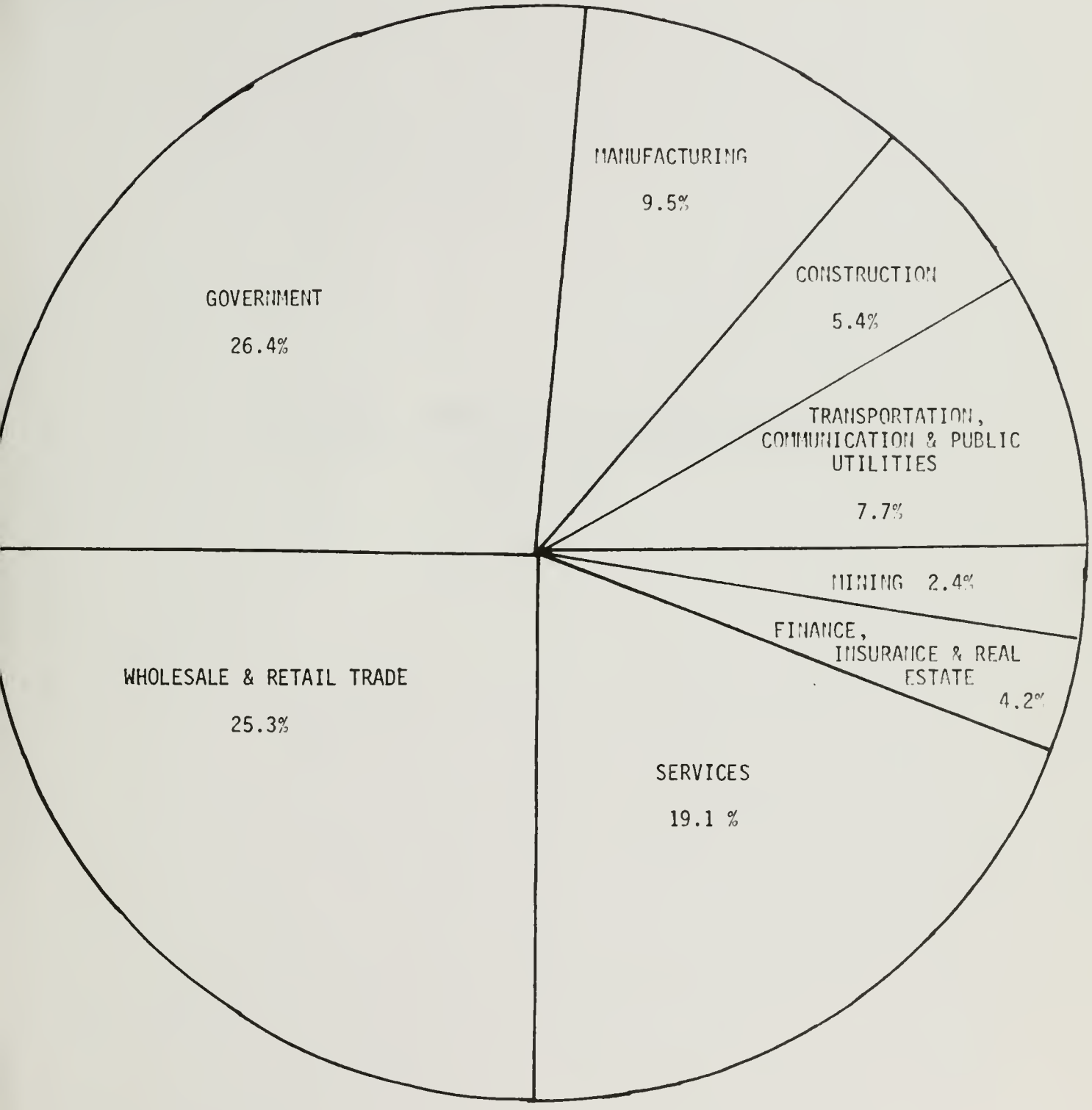
We would also like to thank the state members in our 23 job service offices. These dedicated individuals did a professional job in contacting the sampled employers and explaining the purpose of the survey.

In regard to the processing, analysis, and computer services, our sincere appreciation goes to the U. S. Bureau of Labor Statistics for their valuable technical help, as well as our own data processing staff.

Finally, we would like to thank our cooperating partners; the Governor's Manpower Training Council and the Superintendent of Public Instruction - Vocational Education, for their patience and financial help.

PERCENT DISTRIBUTION OF MONTANA'S NON-FARM WAGE AND SALARY EMPLOYMENT
BY MAJOR INDUSTRIAL GROUP

1976



Note: The distribution figures are based on revised 1976 annual average on the 1972 Standard Industrial Classification Manual and are not comparable to those figures based on the 1967 S. I. C. Manual.

THE FINANCE, INSURANCE, AND REAL ESTATE INDUSTRY

(SIC 60 - 67)

INDUSTRY CHARACTERISTICS

The finance, insurance and real estate industry covers a broad spectrum of financial institutions. Virtually any transaction involving the investment of money would be influenced by this industry.

Finance establishments include banks and trust companies, holding companies, credit agencies, other investment companies, brokers and dealers in securities and commodities, and security and commodity exchanges.

Insurance establishment include all types of insurance carriers (i.e., life insurance, accident and health insurance, surety insurance, title insurance, and pension, health and welfare funds). Also included in this category are insurance service workers and salespeople such as agents, brokers, adjusters, etc.

Real estate includes all businesses primarily established to deal in the financial transactions associated with real estate. Included in this category are: real estate operators and lessors, real estate managers and agents, title abstract offices, and subdividers and developers.

EMPLOYMENT TRENDS

Within the last 10 years, the finance, insurance and real estate industry has shown a slow and steady growth pattern. In 1967, finance, insurance, and real estate related employment totaled 7,200. By 1977 employment had increased to a figure of 11,200. No erratic ups and downs have been noted - rather, a methodical yearly increase ranging from 2.0% to 6.4% is seen.

The finance section accounts for the plurality of employment. Traditionally, financial institutions have been known as established, secure businesses which are not subject to quick or impulsive change. The overall slow, steady growth pattern of the industry is not at variance with this image.

The steady increase in employment in this industry follows the behavior of statewide employment, although finance, insurance, and real estate industry employment has grown at a faster pace than overall statewide employment. State-

wide employment has risen an average of 2.8% per year over the last decade, while finance, insurance and real estate industry employment has averaged an increase of 5.6% per year over the same period.

The stable growth pattern seen over the last 10 years is expected to continue at a somewhat slower pace. By 1985, total finance-related employment should reach 12,800. If actual figures follow projected trends, an average yearly increase of 1.8% (1977 thru 1985) can be expected.

TABLE I

EMPLOYMENT IN THE FINANCE, INSURANCE

AND REAL ESTATE INDUSTRY

NATIONAL FIGURES

SIC 60 - 67

YEAR	ANNUAL AVERAGE EMPLOYMENT	YEAR TO YEAR PERCENT CHANGE
1960	2,669,000	---
1961	2,731,000	2.3
1962	2,800,000	2.5
1963	2,877,000	2.8
1964	2,957,000	2.8
1965	3,023,000	2.2
1966	3,100,000	2.5
1967	3,225,000	4.0
1968	3,381,000	4.8
1969	3,562,000	5.4
1970	3,687,000	3.5
1971	3,802,000	3.1
1972	3,943,000	3.7
1973	4,091,000	3.8
1974	4,208,000	2.9
JUNE, 1975	4,248,000	1.0

SOURCE: Bureau of the Census, U.S. Department of Housing and Urban Development

TABLE II

EMPLOYMENT IN BANKING INDUSTRY

NATIONAL FIGURES

SIC 60

YEAR	ANNUAL AVERAGE EMPLOYMENT	YEAR TO YEAR PERCENT CHANGE
1960	672,500	---
1961	693,500	3.1
1962	714,700	3.1
1963	740,600	3.6
1964	766,500	3.5
1965	792,000	3.3
1966	825,200	4.2
1967	869,500	5.4
1968	916,200	5.4
1969	983,400	7.3
1970	1,044,300	6.2
1971	1,074,100	2.9
1972	1,113,300	3.6
1973	1,181,900	6.2
1974	1,252,600	6.0
JUNE, 1975	1,277,700	2.0

SOURCE: Bureau of the Census, U.S. Department of Housing and Urban Development

TABLE III

EMPLOYMENT IN THE CREDIT

AGENCY INDUSTRY, (OTHER THAN BANKS)

NATIONAL FIGURES

SIC 61

YEAR	ANNUAL AVERAGE EMPLOYMENT	YEAR TO YEAR PERCENT CHANGE
1960	261,000	---
1961	270,900	4.1
1962	281,900	4.1
1963	300,500	6.6
1964	314,800	4.8
1965	326,900	3.8
1966	333,700	2.1
1967	340,800	2.1
1968	350,400	2.8
1969	358,300	2.3
1970	360,800	0.7
1971	367,500	1.9
1972	388,000	5.6
1973	415,200	7.0
1974	431,200	3.9
JUNE, 1975	436,700	1.3

SOURCE: Bureau of the Census, U.S. Department of Housing and Urban Development

TABLE IV

EMPLOYMENT IN THE SECURITY AND

COMMODITY BROKER, DEALER, EXCHANGE AND

SERVICE INDUSTRY

NATIONAL FIGURES

SIC 62

YEAR	ANNUAL AVERAGE EMPLOYMENT	YEAR TO YEAR PERCENT CHANGE
1960	114,400	---
1961	128,500	12.3
1962	131,800	25.7
1963	123,900	-6.0
1964	125,800	1.5
1965	129,000	2.5
1966	140,800	9.1
1967	156,000	10.8
1968	192,100	23.1
1969	225,500	17.4
1970	204,500	-9.3
1971	197,700	-3.3
1972	203,000	2.7
1973	193,000	-4.9
1974	175,100	-9.3
JUNE, 1975	171,200	-2.2

SOURCE: Bureau of the Census, U.S. Department of Housing and Urban Development

TABLE V

EMPLOYMENT IN THE

INSURANCE CARRIER INDUSTRY

NATIONAL FIGURES

SIC 63

YEAR	ANNUAL AVERAGE EMPLOYMENT	YEAR TO YEAR PERCENT CHANGE
1960	831,700	---
1961	843,700	1.4
1962	852,400	1.0
1963	871,900	2.3
1964	889,500	2.0
1965	893,400	0.4
1966	908,200	1.7
1967	946,800	4.3
1968	980,600	3.6
1969	998,800	1.9
1970	1,031,400	3.3
1971	1,052,600	2.1
1972	1,061,900	0.9
1973	1,080,500	1.8
1974	1,103,300	2.1
JUNE, 1975	1,107,400	0.4

SOURCE: Bureau of the Census, U.S. Department of Housing and Urban Development

TABLE VI

EMPLOYMENT IN THE INSURANCE

AGENT, BROKER, AND SERVICE INDUSTRY

NATIONAL FIGURES

SIC 64

YEAR	ANNUAL AVERAGE EMPLOYMENT	YEAR TO YEAR PERCENT CHANGE
1960	196,300	---
1961	203,900	3.9
1962	211,900	3.9
1963	218,600	3.2
1964	225,600	3.2
1965	232,800	3.2
1966	239,200	2.7
1967	248,200	3.8
1968	253,000	1.9
1969	262,900	3.9
1970	274,400	4.4
1971	279,700	1.9
1972	289,300	3.4
1973	302,700	4.6
1974	318,200	5.1
JUNE, 1975	330,700	3.9

SOURCE: Bureau of the Census, U.S. Department of Housing and Urban Development

TABLE VII

EMPLOYMENT IN THE REAL

ESTATE INDUSTRY

NATIONAL FIGURES

SIC 65

YEAR	ANNUAL AVERAGE EMPLOYMENT	YEAR TO YEAR PERCENT CHANGE
1960	517,400	---
1961	514,300	-0.6
1962	530,100	3.1
1963	543,300	2.5
1964	556,400	2.4
1965	568,900	2.2
1966	573,500	0.8
1967	587,200	2.4
1968	610,700	4.0
1969	647,800	6.1
1970	680,200	5.0
1971	735,500	8.1
1972	787,300	7.0
1973	811,600	3.1
1974	815,700	0.5
JUNE, 1975	809,200	-0.8

SOURCE: Bureau of the Census, U.S. Department of Housing and Urban Development

TABLE VIII

EMPLOYMENT IN THE REMAINING

FINANCE, INSURANCE, AND REAL ESTATE

INDUSTRY

NATIONAL FIGURES

SIC 66 - 67

YEAR	ANNUAL AVERAGE EMPLOYMENT	YEAR TO YEAR PERCENT CHANGE
1960	76,000	---
1961	76,200	0.3
1962	77,600	1.8
1963	78,500	1.2
1964	78,900	0.5
1965	79,600	0.9
1966	79,100	-0.6
1967	76,100	-3.8
1968	77,900	2.4
1969	85,400	9.6
1970	91,100	6.7
1971	94,500	3.7
1972	100,800	6.7
1973	105,900	5.1
1974	112,300	6.0
JUNE, 1975	114,800	2.2

SOURCE: Bureau of the Census, U.S. Department of Housing and Urban Development

TABLE IX

EMPLOYMENT IN THE FINANCE,

INSURANCE, AND REAL ESTATE INDUSTRY

MONTANA

SIC 60 - 67

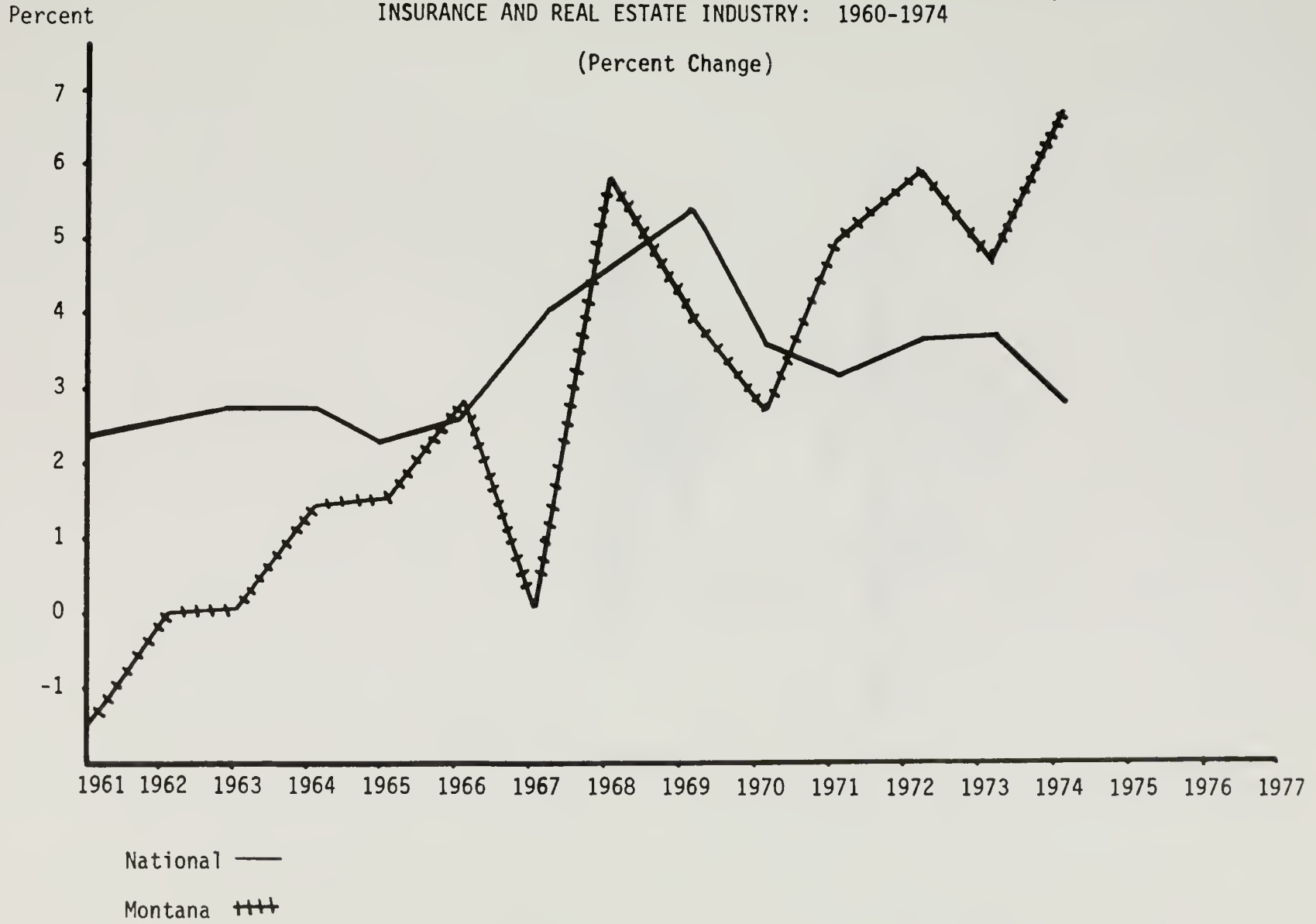
YEAR	ANNUAL AVERAGE EMPLOYMENT	YEAR TO YEAR PERCENT CHANGE
1960	6,900 [1/]	---
1961	6,800	-1.4
1962	6,800	0.0
1963	6,800	0.0
1964	6,900	1.4
1965	7,000	1.4
1966	7,200	2.9
1967	7,200	0.0
1968	7,600	5.6
1969	7,900	3.9
1970	8,100	2.5
1971	8,500	4.9
1972	9,000	5.9
1973	9,400	4.4
1974	10,000	6.4
1975	10,200	2.0
1976	10,600	3.9
1977*	11,200	5.6

[1/] All data are rounded to the nearest 100

* 9-month average

GRAPH I

COMPARISON OF NATIONAL AND STATE GROWTH TRENDS IN THE FINANCE, INSURANCE AND REAL ESTATE INDUSTRY: 1960-1974



MONTANA

OCCUPATIONAL EMPLOYMENT

THE FINANCE, INSURANCE, AND REAL ESTATE INDUSTRY

SIC (60-67)

BANKING
CREDIT AGENCIES
INSURANCE
STOCK BROKERS, INVESTMENTS
REAL ESTATE, REAL ESTATE LAW INSURANCE

TABLE X

TOTAL FINANCE, INSURANCE AND REAL ESTATE EMPLOYMENT
AS A PERCENT OF TOTAL EMPLOYMENT

1970, 1974 AND PROJECTIONS FOR 1985 1/

(SIC 60, 61, 62, 63, 64, 65, 66, 67)

	1970		1974		PROJECTED 1985	
INDUSTRY	EMPLOYMENT	PCT.	EMPLOYMENT	PCT.	EMPLOYMENT	PCT.
FINANCE, INSURANCE & REAL ESTATE	9,300	*3.66*	11,500	*3.85*	12,800	*3.75*
Finance,Total	4,500	*1.76*	5,600	*1.87*	7,100	*2.08*
Banking	3,200	*1.24*	4,000	*1.35*	5,100	*1.48*
Credit Agencies	1,000	*0.39*	1,100	*0.37*	1,500	*0.45*
Stock Brokers, Investment	300	*0.13*	500	*0.15*	500	*0.15*
Insurance	2,700	*1.09*	3,200	*1.07*	3,200	*0.93*
Real Estate, Real Estate Law Insurance	2,100	*0.81*	2,700	*0.91*	2,500	*0.74*

1/ All data are rounded to the nearest hundred.

Note: Above employment totals include self-employed and unpaid family workers and is not comparable to other wage and salary employment totals in this publication.

TABLE XI

ESTIMATED EMPLOYMENT FOR THE TEN LARGEST
OCCUPATIONS IN THE FINANCE, INSURANCE, AND REAL ESTATE INDUSTRY

(SIC 60-67)

OCCUPATIONAL TITLE	ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
10000 Managers & Officers	2,430	*22.5*
61382 Tellers	1,040	*9.6*
61368 Secretary	720	*6.6*
71012 Insurance Salesperson	510	*4.7*
61333 General Clerk	430	*3.9*
71008 Real Estate Salesperson	380	*3.5*
61392 Typist	320	*3.0*
61307 Hand Bookkeeper	310	*2.9*
61200 Stenographer	240	*2.2*
25530 Special Insurance Agent	240	*2.2*
TOTAL	6,620	*61.1*
TOTAL, ALL OCCUPATIONS IN THE INDUSTRY	10,840	*100.0*

1/ Percentage distribution may not add to 100 due to rounding.

* Does not include occupations with relative error above allowable range.

GRAPH II

PERCENT DISTRIBUTION OF EMPLOYMENT BY MAJOR OCCUPATIONAL GROUP
IN THE FINANCE, INSURANCE, AND REAL ESTATE INDUSTRY

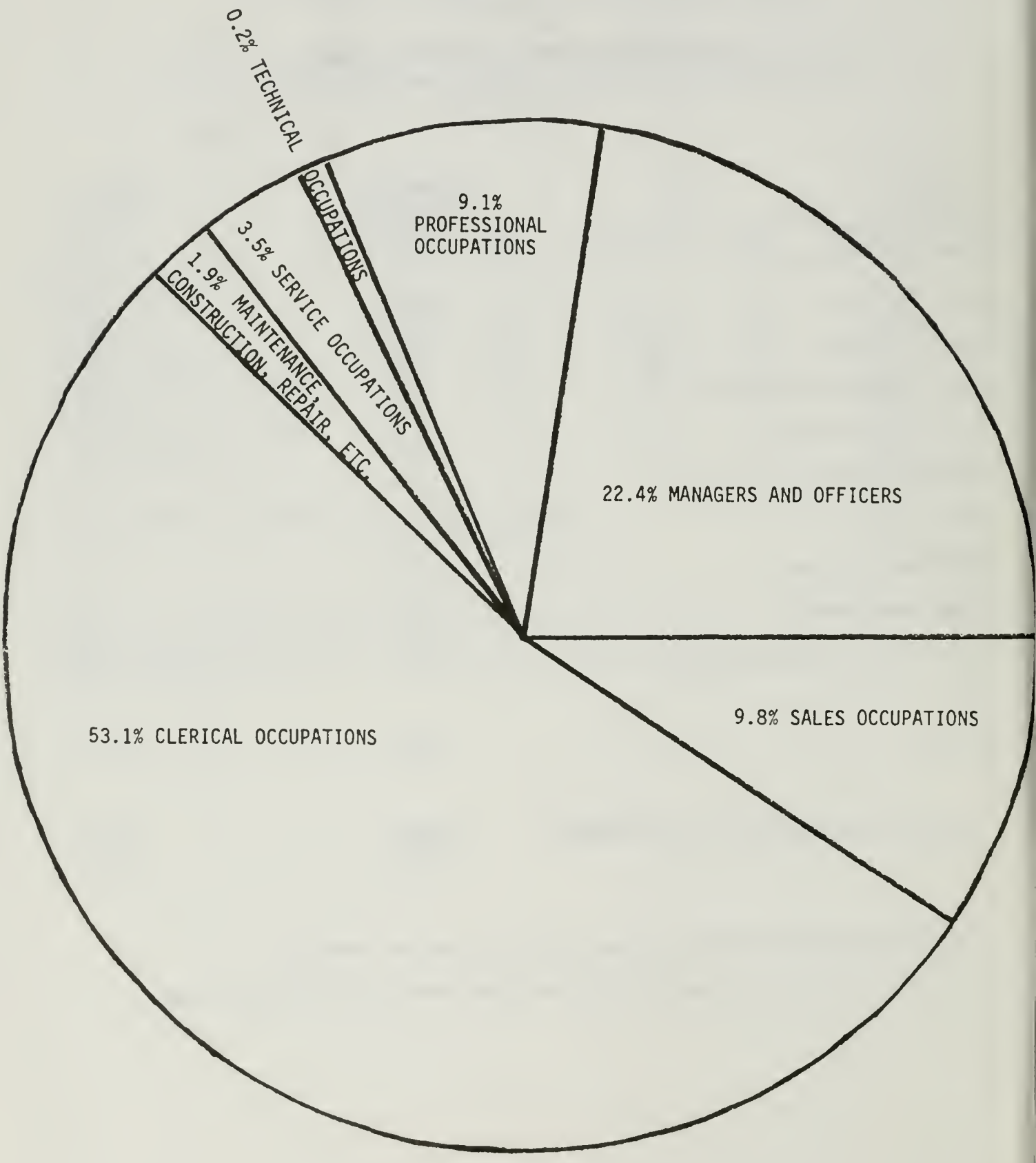


TABLE XII

CROSS INDUSTRY EMPLOYMENT BY MAJOR OCCUPATIONAL GROUP

(SIC 60-67)

MAJOR OCCUPATIONAL GROUP		SURVEY INDUSTRIES								
		60	61	62	63	64	65	66	67	TOTAL
10000	Managers & Officers	1,090[1/]	350	50	100	230	500	40	60	2,430
20000	Professional Occupations	140	120	30	370	200	70	10	30	980
30000	Technical Occupations	10	0	0	10	0	0	0	0	20
40000	Service Occupations	150	10	0	0	*	210	*	0	380
50000	Maintenance, Construction Repair, Material Handling & Power Plant Occupations	40	*	0	10	20	140	*	0	210
60000	Clerical Occupations	3,130	710	130	510	590	560	90	40	5,750
70000	Sales Occupations	*	20	60	370	140	400	70	0	1,060
TOTAL, ALL OCCUPATIONS		4,570	1,220	270	1,360	1,190	1,880	220	130	10,840

1/ Occupational data are rounded to the nearest 10.

* Employment is less than 5 people.

TABLE XIII

ESTIMATED EMPLOYMENT BY MAJOR OCCUPATIONAL GROUP IN THE

FINANCE, INSURANCE AND REAL ESTATE INDUSTRY

(SIC 60 - 67)

OCCUPATIONAL TITLE	ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
TOTAL, ALL OCCUPATIONS	10,840[1/]	*100.0*
MANAGERS AND OFFICERS	2,430	*22.4*
PROFESSIONAL OCCUPATIONS	980	*9.0*
TECHNICAL OCCUPATIONS	20	*0.2*
SERVICE OCCUPATIONS	390	*3.6*
MAINTENANCE, CONSTRUCTION REPAIR, MATERIAL HANDLING, POWER PLANT, MINING, AND PROCESSING OCCUPATIONS	210	*1.9*
CLERICAL OCCUPATIONS	5,750	*53.1*
SALES OCCUPATIONS	1,060	*9.8*

1/ Occupational data are rounded to the nearest 10.

TABLE XIV

ESTIMATED EMPLOYMENT BY MAJOR OCCUPATIONAL GROUP
IN THE BANKING INDUSTRY
(SIC 60)

OCCUPATIONAL TITLE	ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
Total All Occupations	4570[1/]	100.0
Managers and officers	1090	24.0
Professional Occupations	140	3.1
Technical Occupations	10	0.2
Service Occupations	150	3.2
Maintenance, Construction Repair, Material Handling, Power Plant Occupations	40	0.8
Clerical Occupations	3130	68.4
Sales Occupations	*	0.1

1/ Occupational data are rounded and may not add to the total.

* Less than 10 people in the occupation.

TABLE XV

ESTIMATED EMPLOYMENT BY MAJOR OCCUPATIONAL GROUP
IN THE CREDIT AGENCY INDUSTRY
(SIC 61)

OCCUPATIONAL TITLE	ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
Total All Occupations	1220 1/	100.0
Managers & Officers	350	28.6
Professional Occupations	120	10.1
Technical Occupations	0	0
Service Occupations	10	1.2
Maintenance, Construction, Repair, Material Handling, Power Plant Occupations	*	0.3
Clerical Occupations	710	58.4
Sales Occupations	17	1.4

1/ Occupational data are rounded and may not add to the total.

* Less than 10 people in the occupation.

TABLE XVI

ESTIMATED EMPLOYMENT BY MAJOR OCCUPATIONAL GROUP
IN THE SECURITIES AND COMMODITIES INDUSTRY
(SIC 62)

OCCUPATIONAL TITLE	ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
Total All Occupations	270[1/]	100.0
Managers & Officers	50	19.3
Professional Occupations	30	10.4
Technical Occupations	0	0
Service Occupations	0	0
Maintenance, Construction, Repair, Material Handling, Power Plant Occupations	0	0
Clerical Occupations	130	14.5
Sales Occupations	60	21.8

1/ Occupational data are rounded and may not add to the total.

TABLE XVII

ESTIMATED EMPLOYMENT BY OCCUPATIONAL GROUP
IN THE INSURANCE CARRIERS INDUSTRY

(SIC 63)

OCCUPATIONAL TITLE	ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
Total All Occupations	1360[1/]	100.0
Managers and Officers	100	7.4
Professional Occupations	370	27.2
Technical Occupations	10	0.5
Service Occupations	0	0
Maintenance, Construction, Repair, Material Handling, & Power Plant Occupations	10	0.4
Clerical Occupations	510	37.5
Sales Occupations	370	27.0

1/ Occupational data are rounded and may not add to the total.

TABLE XVIII

ESTIMATED EMPLOYMENT BY MAJOR OCCUPATIONAL GROUP
IN THE INSURANCE (AGENTS, BROKERS AND SERVICE) INDUSTRY
(SIC 64)

OCCUPATIONAL TITLE	ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
Total All Occupations	1190[1/]	100.0
Managers & Officers	230	19.6
Professional Occupations	200	17.0
Technical Occupations	0	0
Service Occupations	*	0.3
Maintenance, Construction, Repair, Material Handling & Power Plant Occupations	20	1.3
Clerical Occupations	600	49.9
Sales Occupations	140	11.9

1/ Occupational data are rounded and may not add to the total.

* Less than 10 people in the occupation.

TABLE XIX

ESTIMATED EMPLOYMENT BY MAJOR OCCUPATIONAL GROUP
IN THE REAL ESTATE INDUSTRY
(SIC 65)

OCCUPATIONAL TITLE	ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
Total All Occupations	1880[1/]	100.0
Managers & Officers	500	26.6
Professional Occupations	70	3.8
Technical Occupations	0	0
Service Occupations	210	11.1
Maintenance, Construction, Repair, Material Handling, & Power Plant Occupations	140	7.7
Clerical Occupations	560	29.7
Sales Occupations	400	21.1

1/ Occupational data are rounded and may not add to the total.

TABLE XX

ESTIMATED EMPLOYMENT BY MAJOR OCCUPATIONAL GROUP IN THE COMBINATION REAL ESTATE, INSURANCE & LOAN INDUSTRY (SIC 66)

OCCUPATIONAL TITLE	ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
Total All Occupations	220[1/]	100.0
Managers & Officers	40	18.6
Professional Occupations	10	5.0
Technical Occupations	0	0
Service Occupations	*	1.4
Maintenance, Construction, Repair, Material Handling, & Power Plant Occupations	*	1.4
Clerical Occupations	90	40.0
Sales Occupations	70	33.6

1/ Occupational data are rounded and may not add to the total.

* Less than 10 people in the occupation.

TABLE XXI

ESTIMATED EMPLOYMENT BY MAJOR OCCUPATIONAL GROUP
IN THE HOLDING & INVESTMENT INDUSTRY
(SIC 67)

OCCUPATIONAL TITLE	ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
Total All Occupations	130[1/]	100.0
Managers & Officers	60	47.0
Professional Occupations	30	25.4
Technical Occupations	0	0
Service Occupations	0	0
Maintenance, Construction, Repair, Material Handling, & Power Plant Occupations	0	0
Clerical Occupations	40	27.6
Sales Occupations	0	0

1/ Occupational data are rounded and may not add to the total.

MONTANA

ESTIMATED EMPLOYMENT
IN SELECTED OCCUPATIONS
BY SPECIFIC SURVEY INDUSTRIES

(60 - 67)

TABLE XXII

ESTIMATED EMPLOYMENT IN SELECTED OCCUPATIONS IN THE BANKING INDUSTRY

(SIC 60)

OCCUPATIONAL TITLE	OES CODE	ESTIMATED EMPLOYMENT	RELATIVE ERROR %	PERCENT DISTRIBUTION	PERCENT OF ESTABLISHMENTS REPORTING THE OCCUPATION
TOTAL ALL OCCUPATIONS		4567			
MANAGERS & OFFICERS		1094			
All Other Managers & Officers	10000	1094	3.27	23.96	100.0
PROFESSIONAL OCCUPATIONS		143			
Systems Analysts	24000	8	38.46	0.17	3.7
Purchasing Agents	25300	5	30.52	0.10	3.7
Accountants & Auditors	25401	46	11.14	1.00	28.0
Credit Analysts	25429	17	30.50	0.37	12.2
Personnel & Labor Relations	25465	13	18.02	0.28	9.8
Public Relations	25472	21	21.79	0.46	9.8
Real Estate Appraisers	25527	21	38.01	0.46	6.1
All Other Professionals	29000	12	48.68	.25	3.7
TECHNICAL OCCUPATIONS		11			
Computer Programmer	31000	11	34.90	0.24	3.7
SERVICE OCCUPATIONS		154			
Janitors, Porters & Cleaners	41000	100	13.35	2.19	46.3
Guards, Watchmen	42000	43	37.23	0.94	9.8
Food Service Workers	43000	6	48.41	0.13	2.4
All Other Service Workers	49000	5	NA	0.10	1.2
MAINTENANCE, CONSTRUCTION, REPAIR, MATERIAL HANDLING, POWER PLANT, MINING & PROCESSING OCCUPATIONS		37			
General Maintenance	55B86	27	17.03	0.59	15.9
All Other Laborers	59003	10	NA	0.20	4.9

ESTIMATED EMPLOYMENT IN SELECTED OCCUPATIONS IN THE BANKING INDUSTRY
(CONT.)

OCCUPATIONAL TITLE	OES CODE	ESTIMATED EMPLOYMENT	RELATIVE ERROR %	PERCENT DISTRIBUTION	PERCENT OF ESTABLISHMENTS REPORTING THE OCCUPATION
TOTAL CLERICAL		3125			
Bookkeeping & Billing	61103	120	*13.28*	*2.62*	*52.4*
Computer/Keypunch Operator	61105	60	*33.40*	*1.31*	*14.6*
Proof Machine Operator	61112	203	*5.99*	*4.44*	*54.9*
All Other Office Machines	61119	22	*38.70*	*0.48*	*8.5*
Stenographer	61200	89	*15.89*	*1.94*	*24.4*
Accounting Clerk	61301	114	*12.72*	*2.49*	*34.1*
Hand Bookkeeper	61307	152	*14.64*	*3.32*	*42.7*
Checking Clerk	61315	40	*25.18*	*0.87*	*12.2*
Collector	61319	38	*5.89*	*0.83*	*14.6*
File Clerk	61330	97	*8.35*	*2.12*	*19.5*
General Clerk	61333	209	*13.88*	*4.57*	*36.6*
Bank Messenger	61347	30	*18.28*	*0.65*	*13.4*
New Accounts Teller	61349	97	*7.37*	*2.12*	*40.2*
Receptionist	61361	38	*12.57*	*0.83*	*35.4*
Safe Deposit Clerk	61365	52	*7.49*	*1.13*	*32.9*
Secretary	61368	295	*7.16*	*6.46*	*75.6*
Statement Clerk	61372	84	*17.92*	*1.84*	*19.5*
Switchboard Operator	61377	49	*14.35*	*1.06*	*32.9*
Teller	61382	894	*3.59*	*19.58*	*91.5*
Transit Clerk	61389	75	*29.77*	*1.64*	*14.6*
Typist	61392	49	*20.96*	*1.07*	*15.9*
Clerical Supervisor	61396	94	*12.44*	*2.05*	*28.0*
All Other Office Clerical	61900	211		*4.55*	*109.8*
All Other Plant Clerical	62900	13	*NA*	*0.28*	*2.4*
TOTAL SALES OCCUPATIONS		3			
Salespersons	71000	3	*43.96*	*0.06*	*3.7*

TABLE XXIII

CREDIT AGENCIES OTHER THAN BANKS

(SIC 61)

OCCUPATIONAL TITLE	OES CODE	ESTIMATED EMPLOYMENT	RELATIVE ERROR %	PERCENT DISTRIBUTION	PERCENT OF ESTABLISHMEN REPORTING THE OCCUPATI
TOTAL ALL OCCUPATIONS		1222			
MANAGERS & OFFICERS		350			
All Other Managers & Officers	10000	350	*4.90*	*28.71*	*97.1*
PROFESSIONAL OCCUPATIONS		1241			
Accountants & Auditors	25401	19	*28.33*	*1.55*	*20.0*
Credit Analyst	25429	35	*32.95*	*2.87*	*14.3*
Real Estate Appraiser	25527	29	*27.37*	*2.37*	*25.7*
All Other Professionals	29000	41	*NA*	*3.34*	*28.6*
SERVICE OCCUPATIONS		14			
Janitors, Porters & Cleaners	41000	14	*33.07*	*1.14*	*14.3*
MAINTENANCE OCCUPATIONS		4			
General Maintenance	55B86	4	*NA*	*0.32*	*5.7*
CLERICAL OCCUPATIONS		713			
Stenographer	61200	43	*48.65*	*3.52*	*14.3*
Hand Bookkeeper	61307	33	*23.04*	*2.70*	*34.3*
Collector	61319	37	*39.19*	*3.03*	*17.1*
General Clerk	61333	45	*33.41*	*3.69*	*25.7*
Loan Closer	61341	68	*25.38*	*5.57*	*28.6*
New Accounts Teller	61349	31	*35.88*	*2.54*	*20.0*
Receptionist	61361	19	*36.68*	*1.55*	*20.0*
Secretary	61368	50	*29.34*	*4.10*	*25.7*
Teller	61382	147	*14.61*	*12.05*	*45.7*
Typist	61392	21	*46.71*	*1.72*	*11.4*
Clerical Supervisor	61396	29	*43.15*	*2.37*	*17.1*

CREDIT AGENCIES OTHER THAN BANKS
(CONT.)

OCCUPATIONAL TITLE	OES CODE	ESTIMATED EMPLOYMENT	RELATIVE ERROR %	PERCENT DISTRIBUTION	PERCENT OF ESTABLISHMENTS REPORTING THE OCCUPATION
CLERICAL					
Credit Clerk	61421	43	*31.04*	*3.52*	*22.9*
Mortgage Closing Clerk	61422	60	*25.36*	*4.92*	*28.6*
All Other Office Clerical	61900	87	*NA*	*7.05*	*97.1*
SALES OCCUPATIONS		17			
Salespersons	71000	17	*43.05*	*1.39*	*11.4*

TABLE XXIV

SECURITY AND COMMODITY BROKERS, DEALERS, EXCHANGES AND SERVICES

(SIC 62)

OCCUPATIONAL TITLE	OES CODE	ESTIMATED EMPLOYMENT	RELATIVE ERROR %	PERCENT DISTRIBUTION	PERCENT OF ESTABLISHMENTS REPORTING THE OCCUPATION
TOTAL ALL OCCUPATIONS		270			
MANAGERS AND OFFICERS		52			
All Other Managers & Officers		52	*14.45*	*19.18*	*62.5*
PROFESSIONAL OCCUPATIONS		28			
Accountants & Auditors		11	*NA*	*4.05*	*12.5*
All Other Professionals		17	*NA*	*6.25*	*18.8*
CLERICAL OCCUPATIONS		131			
General Clerk		13	*47.97*	*4.79*	*12.5*
Secretary		22	*26.86*	*8.11*	*37.5*
All Other Office Clerical		96	*NA*	*35.33*	*100.2*
SALES OCCUPATIONS		59			
Securities Salespersons		59	*30.30*	*21.77*	*31.3*

TABLE XXV

INSURANCE CARRIERS

(SIC 63)

OCCUPATIONAL TITLE	OES CODE	ESTIMATED EMPLOYMENT	RELATIVE ERROR %	PERCENT DISTRIBUTION	PERCENT OF ESTABLISHMEN REPORTING THE OCCUPATI
TOTAL ALL OCCUPATIONS		1358			
MANAGERS & OFFICERS		100			
All Other Managers & Officers		100	*18.82*	*7.39*	*77.3*
PROFESSIONAL OCCUPATIONS		369			
Accountants & Auditors	25401	24	*46.12*	*1.77*	*13.6*
Special Insurance Agent	25530	212	*45.95*	*15.66*	*36.4*
Claims Examiner	25533	47	*48.45*	*3.47*	*9.1*
All Other Professionals	29000	86	*NA*	*6.33*	*45.5*
TECHNICAL OCCUPATIONS		7			
All Other Technicians	39000	7	*NA*	*0.51*	*4.5*
MAINTENANCE OCCUPATIONS		6			
General Maintenance Man	55B86	4	*28.28*	*0.29*	*9.1*
All Other Skilled Craftspersons	59001	2	*NA*	*0.14*	*4.5*
CLERICAL OCCUPATIONS		509			
Computer /Keypunch Operator	61105	13	*NA*	*0.95*	*13.6*
All Other Office Machines	61199	4	*28.28*	*0.28*	*9.1*
Stenographer	61200	15	*18.35*	*1.10*	*18.2*
Accounting Clerk	61301	12	*32.96*	*0.88*	*13.6*
Hand Bookkeeper	61307	28	*NA*	*2.06*	*4.5*
Claim Adjuster	61316	15	*46.91*	*1.10*	*22.7*
Claims Clerk	61318	28	*38.58*	*2.06*	*22.7*
File Clerk	61330	21	*32.37*	*1.55*	*18.2*
General Clerk	61333	54	*33.26*	*3.99*	*31.8*
Secretary	61368	49	*31.57*	*3.62*	*31.8*
Typist	61392	49	*23.60*	*3.62*	*36.4*

INSURANCE CARRIERS

(CONT.)

OCCUPATIONAL TITLE	OES CODE	ESTIMATED EMPLOYMENT	RELATIVE ERROR %	PERCENT DISTRIBUTION	PERCENT OF ESTABLISHMENTS REPORTING THE OCCUPATION
CLERICAL OCCUPATIONS					
Clerical Supervisor	61396	70	*33.46*	*5.17*	*27.3*
Claim Examiner	61423	80	*43.66*	*5.91*	*13.6*
All Other Office Clerical	61900	71	*NA*	*5.20*	*63.6*
SALES OCCUPATIONS		367			
Insurance Salesperson	71012	367	*34.22*	*27.12*	*50.0*

TABLE XXVI

INSURANCE AGENTS, BROKERS, AND SERVICE

(SIC 64)

OCCUPATIONAL TITLE	OES CODE	ESTIMATED EMPLOYMENT	RELATIVE ERROR %	PERCENT DISTRIBUTION	PERCENT OF ESTABLISHMENT REPORTING THE OCCUPATIO
TOTAL ALL OCCUPATIONS		1191			
MANAGERS & OFFICERS		234			
All Other Managers & Officers	10000	234	*6.73*	*19.59*	*88.5*
PROFESSIONAL OCCUPATIONS		202			
Accountants & Auditors	25401	29	*30.69*	*2.42*	*13.5*
Underwriter	25487	108	*19.71*	*9.04*	*30.8*
Special Insurance Agent	25530	24	*38.55*	*2.01*	*5.8*
Claim Examiner	25533	18	*30.91*	*1.50*	*11.5*
All Other Professionals	29000	23	*NA*	*1.90*	*9.6*
SERVICE OCCUPATIONS		4			
All Other Service Workers	49000	4	*NA*	*0.33*	*1.9*
MAINTENANCE OCCUPATIONS		15			
Maintenance Repairer	55B86	15	*38.71*	*1.25*	*7.7*
CLERICAL OCCUPATIONS		594			
Bookkeeping & Billing	61103	18	*32.58*	*1.50*	*11.5*
Stenographer	61200	18	*25.37*	*1.50*	*11.5*
Accounting Clerk	61301	11	*36.98*	*0.92*	*7.7*
Claim Adjuster	61316	111	*32.84*	*9.29*	*15.4*
Claims Clerk	61318	24	*25.29*	*2.01*	*17.3*
File Clerk	61330	38	*15.18*	*3.18*	*26.9*
General Clerk	61333	40	*27.44*	*3.35*	*21.2*
Rater	61358	13	*39.88*	*1.08*	*7.7*
Receptionist	61381	27	*22.53*	*2.26*	*19.1*
Secretary	61368	99	*20.76*	*8.29*	*40.4*
Typist	61392	122	*19.48*	*10.21*	*26.9*
Clerical Supervisor	61396	11	*32.46*	*0.92*	*9.6*
Claim Examiner	61423	22	*27.17*	*1.84*	*15.4*

INSURANCE AGENTS, BROKERS, AND SERVICE

(CONT.)

OCCUPATIONAL TITLE	OES CODE	ESTIMATED EMPLOYMENT	RELATIVE ERROR %	PERCENT DISTRIBUTION	PERCENT OF ESTABLISHMENTS REPORTING THE OCCUPATION
CLERICAL OCCUPATIONS					
All Other Office Clerical	61900	40	*NA*	*3.30*	*25.0*
SALES OCCUPATIONS		142			
Insurance Salesperson	71012	142	*15.06*	*11.89*	*50.0*

TABLE XXVII

REAL ESTATE

(SIC 65)

OCCUPATIONAL TITLE	OES CODE	ESTIMATED EMPLOYMENT	RELATIVE ERROR %	PERCENT DISTRIBUTION	PERCENT OF ESTABLISHMEN REPORTING THE OCCUPAT
TOTAL ALL OCCUPATIONS		1878			
MANAGERS & OFFICERS		500			
All Other Managers & Officers	10000	500	*12.38*	*26.62*	*91.9*
PROFESSIONAL OCCUPATIONS		72			
Title Examiner	25485	44	*44.00*	*2.34*	*12.9*
All Other Professionals	29000	28	*NA*	*1.47*	*6.5*
SERVICE OCCUPATIONS		209			
All Other Janitors	41900	121	*27.32*	*6.44*	*27.4*
All Other Service Workers	49000	88	*NA*	*4.67*	*17.7*
MAINTENANCE OCCUPATIONS		144			
General Maintenance	55B86	85	*26.50*	*4.52*	*22.6*
Gardeners & Grounds-Keepers	55T47	58	*35.28*	*3.08*	*11.3*
All Other Skilled Craftsmen	59001	1	*NA*	*0.05*	*1.6*
CLERICAL OCCUPATIONS		557			
Hand Bookkeeper	61307	74	*20.65*	*3.94*	*30.6*
General Clerk	61333	47	*41.12*	*2.50*	*9.7*
Receptionist	61361	26	*39.25*	*1.38*	*12.9*
Secretary	61368	142	*22.16*	*7.56*	*33.9*
Switchboard Operator/ Receiver	61377	23	*43.43*	*1.22*	*8.1*
Title Searcher	61384	36	*39.97*	*1.91*	*11.3*
Typist	61392	96	*35.57*	*5.11*	*14.5*
All Other Clerical	69000	113	*NA*	*9.93*	*33.9*

REAL ESTATE

(CONT.)

OCCUPATIONAL TITLE	OES CODE	ESTIMATED EMPLOYMENT	RELATIVE ERROR %	PERCENT DISTRIBUTION	PERCENT OF ESTABLISHMENTS REPORTING THE OCCUPATION
SALES OCCUPATIONS		396			
Real Estate Salespersons		318	*30.25*	*16.93*	*17.7*
All Other Salespersons	71900	78	*NA*	*4.14*	*8.1*

TABLE XXVIII

COMBINATIONS OF REAL ESTATE, INSURANCE, LOANS, LAW OFFICES

(SIC 66)

OCCUPATIONAL TITLE	OES CODE	ESTIMATED EMPLOYMENT	RELATIVE ERROR %	PERCENT DISTRIBUTION	PERCENT O ESTABLISHME REPORTING THE OCCUPAT
TOTAL ALL OCCUPATIONS		220			
MANAGERS & OFFICERS		41			
All Other Managers & Officers		41	*13.41*	*18.46*	*80.0*
PROFESSIONAL OCCUPATIONS		11			
All Other Professionals		11	*NA*	*4.95*	*13.3*
SERVICE OCCUPATIONS		3			
All Other Service Workers	49000	3	*NA*	*1.35*	*13.3*
MAINTENANCE OCCUPATIONS		3			
General Maintenance	55B86	3	*NA*	*1.35*	*13.3*
CLERICAL OCCUPATIONS		88			
Hand Bookkeeper	61307	16	*23.13*	*7.20*	*46.7*
General Clerk	61333	16	*38.23*	*7.20*	*26.7*
Secretary	61368	36	*25.18*	*16.21*	*53.3*
All Other Clerical Office	61900	20	*NA*	*9.00*	*60.0*
SALES OCCUPATIONS		74			
Real Estate Salesperson	71008	64	*19.85*	*28.82*	*46.7*
Insurance Salesperson	71012	10	*43.40*	*4.50*	*26.7*

TABLE XXIX

HOLDING AND OTHER INVESTMENT

(SIC 67)

OCCUPATIONAL TITLE	OES CODE	ESTIMATED EMPLOYMENT	RELATIVE ERROR %	PERCENT DISTRIBUTION	PERCENT OF ESTABLISHMENTS REPORTING THE OCCUPATION
TOTAL ALL OCCUPATIONS		134			
MANAGERS & OFFICERS		63			
All Other Managers & Officers	10000	63	*6.08*	*46.66*	*87.50*
PROFESSIONAL OCCUPATIONS		34			
Accountants & Auditors	25401	34	*21.35*	*25.18*	*25.0*
CLERICAL OCCUPATIONS		37			
Secretary	61368	25	*16.12*	*18.51*	*50.0*
All Other Office Clerical	61900	12	*NA*	*8.88*	*37.5*

MONTANA

ESTIMATED EMPLOYMENT
IN MAJOR SPECIFIC OCCUPATIONS
FOR EACH SURVEY INDUSTRY

(60 - 67)

TABLE XXX

ESTIMATED EMPLOYMENT IN MAJOR SPECIFIC OCCUPATIONS

BANKING

(SIC 60)

OCCUPATIONAL TITLE	ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
MANAGERS & OFFICERS	1090	24.0
TELLERS	890	19.6
SECRETARIES	300	6.5
GENERAL CLERKS	210	4.6
PROOFING MACHINE OPERATORS	200	4.4
HAND BOOKKEEPERS	150	3.3
BOOKKEEPING & BILLING	120	2.6
JANITORS, PORTERS & CLEANERS	110	2.2
NEW ACCOUNTS TELLERS	100	2.1
FILE CLERKS	100	2.1
CLERICAL SUPERVISORS	90	2.1
STENOGRAPHERS	90	1.9
STATEMENT CLERKS	80	1.8
TRANSIT CLERKS	80	1.6
TOTAL	3720	81.4
TOTAL ALL OCCUPATIONS	4570	100.0

1/ Occupational data are rounded and may not add to the total.

TABLE XXXI

ESTIMATED EMPLOYMENT IN MAJOR SPECIFIC OCCUPATIONS

IN CREDIT AGENCIES OTHER THAN BANKS

(SIC 61)

OCCUPATIONAL TITLE	ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
MANAGERS & OFFICERS	350[1/]	28.6
TELLERS	150	12.0
LOAN CLOSERS	70	5.6
MORTGAGE CLOSING CLERKS	60	4.9
SECRETARIES	50	4.1
GENERAL CLERKS	50	3.7
CREDIT CLERKS	40	3.5
STENOGRAPHERS	40	3.5
TOTAL	810	66.0
TOTAL ALL OCCUPATIONS	1220	100.0

1/ Occupational data are rounded and may not add to the total.

TABLE XXXII

ESTIMATED EMPLOYMENT IN MAJOR SPECIFIC OCCUPATIONS

IN SECURITY AND COMMODITY BROKERS,

DEALERS EXCHANGES AND SERVICES

(SIC 62)

OCCUPATIONAL TITLE	ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
SECURITIES SALESPERSONS	60[1/]	21.9
MANAGERS & OFFICERS	50	19.3
STENOGRAPHERS	30	9.6
SECRETARIES	20	8.1
TOTAL	160	58.9
TOTAL ALL OCCUPATIONS	270	100.0

1/ Occupational data are rounded and may not add to the total.

TABLE XXXIII

ESTIMATED EMPLOYMENT IN MAJOR SPECIFIC OCCUPATIONS

IN INSURANCE

(SIC 63)

OCCUPATIONAL TITLE	ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
INSURANCE SALESPERSONS	370 1/	27.0
SPECIAL INSURANCE AGENTS	210	15.6
MANGERS & OFFICERS	100	7.4
CLAIM EXAMINERS	80	5.9
CLERICAL SUPERVISORS	70	5.2
UNDERWRITER	70	5.2
GENERAL CLERKS	50	4.0
TOTAL	950	70.2
TOTAL ALL OCCUPATIONS	1360	100.0

1/ Occupational data are rounded and may not add to the total.

TABLE XXXIV

ESTIMATED EMPLOYMENT IN MAJOR SPECIFIC OCCUPATIONS

FOR INSURANCE AGENTS, BROKERS,

AND SERVICE

(SIC 64)

OCCUPATIONAL TITLE	ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
MANAGERS & OFFICERS	230[1/]	19.6
INSURANCE SALESPERSONS	140	11.9
TYPISTS	120	10.2
CLAIMS ADJUSTERS	110	9.3
UNDERWRITERS	110	9.1
SECRETARIES	100	8.3
GENERAL CLERKS	40	3.4
FILE CLERKS	40	3.2
TOTAL	890	75.1
TOTAL ALL OCCUPATIONS	1190	100.0

1/ Occupational data are rounded, and may not add to the total.

TABLE XXXV

ESTIMATED EMPLOYMENT IN MAJOR SPECIFIC OCCUPATIONS

IN REAL ESTATE

(SIC 65)

OCCUPATIONAL TITLE	ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
MANAGERS & OFFICERS	500 1/	26.6
REAL ESTATE SALESPERSONS	320	16.9
SECRETARIES	140	7.6
ALL OTHER JANITORS	120	6.4
TYPISTS	100	5.1
GENERAL MAINTENANCE	90	4.5
HAND BOOKKEEPERS	70	3.9
REAL ESTATE BROKERS	70	3.8
TOTAL	1410	75.0
TOTAL ALL OCCUPATIONS	1880	100.0

1/ Occupational data are rounded and may not add to the total.

TABLE XXXVI

ESTIMATED EMPLOYMENT IN MAJOR SPECIFIC OCCUPATIONS

FOR COMBINATION REAL ESTATE, INSURANCE,

LOAN AND LAW OFFICES

(SIC 66)

OCCUPATIONAL TITLE	ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
REAL ESTATE SALESPERSONS	60 1/	29.1
MANAGERS & OFFICERS	40	18.6
SECRETARIES	40	16.4
TOTAL	140	64.1
TOTAL ALL OCCUPATIONS	220	100.0

1/ Occupational data are rounded and may not add to the total.

TABLE XXXVII

ESTIMATED EMPLOYMENT IN MAJOR SPECIFIC OCCUPATIONS

FOR HOLDING AND OTHER INVESTMENT OFFICES

(SIC 67)

OCCUPATIONAL TITLE	ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
MANAGERS & OFFICERS	60 1/	47.0
ACCOUNTANTS & AUDITORS	30	25.4
SECRETARIES	30	18.7
TOTAL	120	91.0
TOTAL ALL OCCUPATIONS	130	100.0

1/ Occupational data are rounded and may not add to the total.

APPENDIX

DEFINITIONS OF SELECTED OCCUPATIONS IN THE
FINANCE, INSURANCE AND REAL ESTATE INDUSTRY

ACCOUNTANTS & AUDITORS: Examines and analyzes and interprets accounting records for the purpose of giving advice or preparing statements and installing or advising on systems of recording costs or other financial and budgetary data.

ACCOUNTING CLERK: Performs a variety of routine calculating and posting duties to accomplish accounting. May perform typing.

BANK MESSENGER: Prepares lists of checks, drafts, notes, and other items drawn on other local banks and delivers them to local clearing houses or to drawee banks and business houses for payment or acceptance.

BOOKKEEPING & BILLING: Operates special billing machines, generally a combination typing and adding machine, to prepare statements, bills, and invoices, or operates bookkeeping machines to copy and post data, make computations, and/or compile records of transactions.

CHECKING CLERK: Verifies accuracy of bank records (e.g., compares trust debits and credi against proofsheets, examines data on loan records for purposes such as insuring adequate insurance, compares incoming remittances with list of payment-due notices previously sent out, etc.)

CLAIM ADJUSTER: Investigates claims for loss or damages filed in conjunction with insurance policy and tries to effect settlement out of court.

CLAIMS CLERK: Obtains claim information from insured or designated persons to settle claims with insurance carrier.

CLAIM EXAMINER: Analyzes insurance claims to determine extent of company's liability and settles claims with claimants in accordance with policy provisions. Checks claim applications for completeness and accuracy. May correspond with or interview medical specialists, agents or claimants to verify information. Calculates benefit payments and approves payment of claims within a certain limit.

CLERICAL SUPERVISOR: Supervises and coordinates activities of workers engaged chiefly in one type of clerical function such as typing, filing, bookkeeping, tabulating data, etc. May assume responsibility for completion of work assignments by clerical force being supervised and for the accuracy of completed assignments. This classification does not include working supervisors (those spending 20% or more of their time at tasks similar to those of employees under their supervision).

COLLECTER: Include workers concerned with collecting payments on installment, insurance premiums, or overdue accounts; tracing addresses of customers changing residence without notification; and collecting money from coin boxes.

COMPUTER OPERATOR: Monitors and controls electronic computers to process business, scientific, engineering, and other data, according to operating instructions.

CREDIT ANALYST: Analyzes credit data to estimate degree of risk involved in extending credit or lending money to firms or individuals, and prepares reports of findings.

CREDIT CLERK: Processes applications of individuals applying for loans and credit.

GENERAL MAINTENANCE: Performs work involving two or more maintenance skills to keep the machines, mechanical equipment, and/or structure of an establishment in repair. Duties may involve pipefitting, boilermaking, insulating, welding, machining, machine and equipment repairing, carpentry and electrical work as well as planning and laying out of work relating to repairs; repairing electrical and/or mechanical equipment; installing, aligning and balancing new equipment; and repairing building, floor or stairs.

HAND BOOKKEEPER: Keeps records of financial transactions of establishment or keeps one section or set of financial records.

JANITORS, PORTER, CLEANERS: Keep building in clean and orderly condition; may have additional duties and responsibilities such as tending furnace and boiler, performing routine maintenance activities, notifying management of need for repairs and additions, and cleaning snow or debris from sidewalks.

KEYPUNCH OPERATOR: Operates a keypunch machine to record or verify alphabetic and/or numeric data onto tabulating cards, disc or tape.

LOAN CLOSER: Prepares papers and assembles documents to obtain loans for applicants.

MORTGAGE CLOSING CLERK: Completes mortgage transactions between loan establishment, sellers, and borrowers after loans have been approved.

NEW ACCOUNTS TELLER: Interviews customers desiring to open banking accounts. Explains banking services available to prospective customers and assists them in preparing application forms.

PROOF MACHINE OPERATOR: Sorts, records, and proves records of bank transactions, such as checks, deposit slips, and withdrawal slips, using proof machine.

RATER: Calculates amount of premium to be charged for various types of insurance, using rate book. May calculate commissions.

REAL ESTATE APPRAISERS: Appraises improved or unimproved real property to determine its value for purchase, sale, investment, mortgage or loan purposes.

SAFE DEPOSIT CLERK: Rents safe deposit boxes to customers, interviews customer to obtain necessary data. Types rental contract and obtains customer's signature. Collects rental fee and writes receipts. Keeps safe deposit records. May admit customers to bank vault.

SECRETARY: Schedules appointments; gives information to caller; takes and transcribes dictation; and otherwise relieves officials of clerical work and minor administrative and business detail.

SECURITIES SALESPERSON: Gives information regarding stocks, bonds, market conditions, and history and prospects of various corporations to prospective customers. Develops portfolio of selected investments for presentation to client. Must have Broker's license issued by state.

SPECIAL INSURANCE AGENT: Recruits independent insurance agents (salesmen) in field and maintains contact between them and home office. Advises agents on matters pertaining to conduct of business, such as cancellations, overdue accounts, technical problems, claims procedures, new business contacts and new products. May gather information for underwriter. May inspect buildings to determine fire insurance rates.

DEFINITIONS OF SELECTED OCCUPATIONS IN THE
FINANCE, INSURANCE AND REAL ESTATE INDUSTRY (Cont.)

STATEMENT CLERK: Prepares and distributes bank statements to customers, answers inquirie and reconciles discrepancies in records and accounts.

SYSTEMS ANALYST: Analyzes business, scientific and technical problems for application to electronic data processing system. Exclude persons working as engineers, mathematicians and scientist.

TITLE EXAMINER: Searches public records and examines titles to determine legal condition of property title. Copies or summarizes (abstracts) recorded documents, such as mortgages, trust deeds, and contracts affecting condition of title to property. May prepare and issue policy that guarantees legality of title.

TITLE SEARCHER: Compiles list of mortgages, deeds, contracts, judgments, and other instruments pertaining to title by searching books of real estate or title insurance company.

TRANSIT CLERK: Sorts, records, proves and prepares for mailing all transit items on out-of-city banks to insure correct routing and prompt collection.

TABLE XXXVIII

NATIONAL

AVERAGE WEEKLY EARNINGS

YEAR	TOTAL	SIC 60	SIC 61	SIC 62	SIC 63
1965	$ 88.91	$ 79.24	$ 84.29	$127.42	$ 95.86
1966	92.13	82.58	85.96	138.38	99.32
1967	95.46	86.44	89.25	149.31	103.14
1968	101.75	92.01	93.25	168.52	107.16
1969	108.70	97.84	99.91	176.15	114.02
1970	113.34	102.58	105.09	168.89	121.40
1971	120.66	107.67	111.59	191.72	127.31
1972	126.88	111.97	117.35	198.38	132.09
1973	132.10	114.76	121.66	196.42	138.01
1974	140.19	121.18	129.03	207.36	148.71
June, 1975	151.84	130.30	139.50	270.29	160.21

Source: U.S. Department of Labor Bureau of Labor Statistics.

TABLE XXXIX

NATIONAL

AVERAGE WEEKLY HOURS

YEAR	TOTAL	SIC 60	SIC 61	SIC 62	SIC 63
1965	37.2	37.2	37.8	37.7	37.3
1966	37.3	37.2	37.7	37.3	37.2
1967	37.0	37.1	37.5	37.8	37.1
1968	37.0	37.1	37.6	38.3	36.7
1969	37.1	37.2	37.7	37.8	36.9
1970	36.8	36.9	37.4	37.2	36.9
1971	36.9	37.0	37.7	37.3	36.9
1972	37.1	37.2	38.1	37.5	37.0
1973	36.9	36.9	37.9	37.7	36.9
1974	36.7	36.5	37.4	36.7	36.9
June, 1975	36.5	36.6	37.4	37.9	37.0

Source: U.S. Department of Labor Bureau of Labor Statistics.

TABLE XXXX

NATIONAL

AVERAGE HOURLY EARNINGS

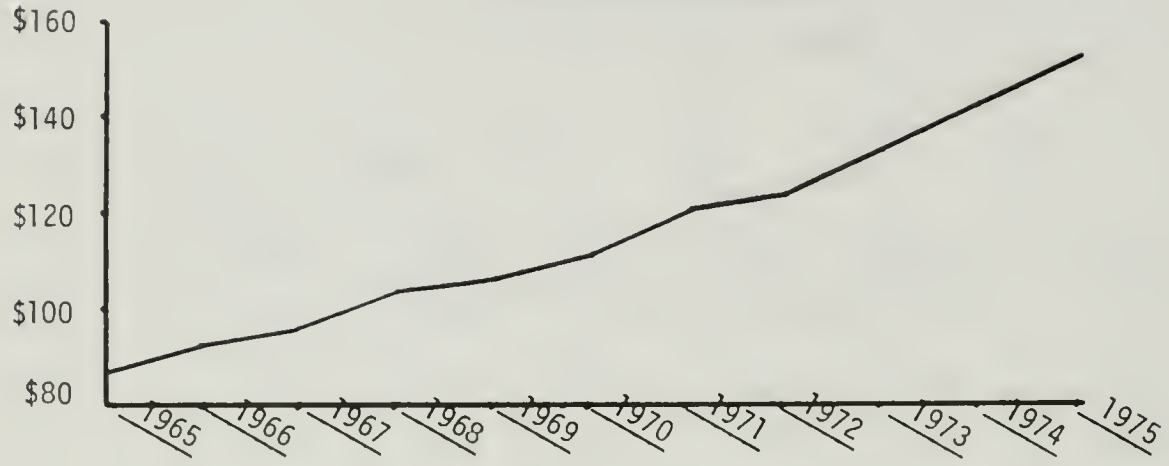
YEAR	TOTAL	SIC 60	SIC 61	SIC 62	SIC 63
1965	$2.39	$2.13	$2.23	$3.38	$2.57
1966	2.47	2.22	2.28	3.71	2.67
1967	2.58	2.33	2.38	3.95	2.78
1968	2.75	2.48	2.48	4.40	2.92
1969	2.93	2.63	2.65	4.66	3.09
1970	3.08	2.78	2.81	4.54	3.29
1971	3.27	2.91	2.96	5.14	3.45
1972	3.42	3.01	3.08	5.29	3.57
1973	3.58	3.11	3.21	5.21	3.74
1974	3.82	3.32	3.45	5.65	4.03
June, 1975	4.16	3.56	3.73	7.13	4.33

Source: U.S. Department of Labor Bureau of Labor Statistics.

GRAPH III

NATIONAL HOURS AND EARNINGS

AVERAGE WEEKLY EARNINGS



AVERAGE WEEKLY HOURS

AVERAGE HOURLY EARNINGS

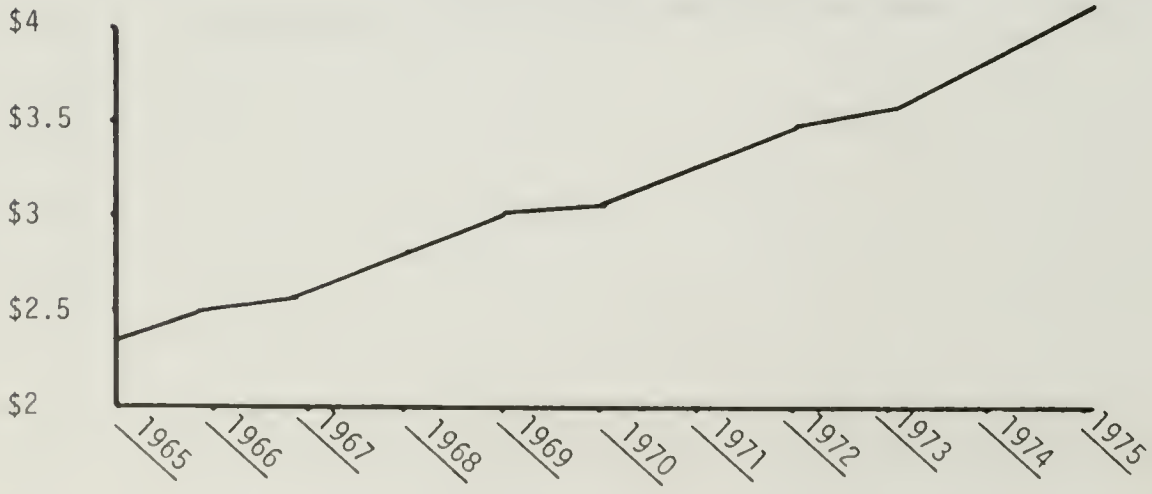


TABLE XXXXI

MONTANA HOURS AND EARNINGS

For the Finance, Insurance, and Real Estate Industry

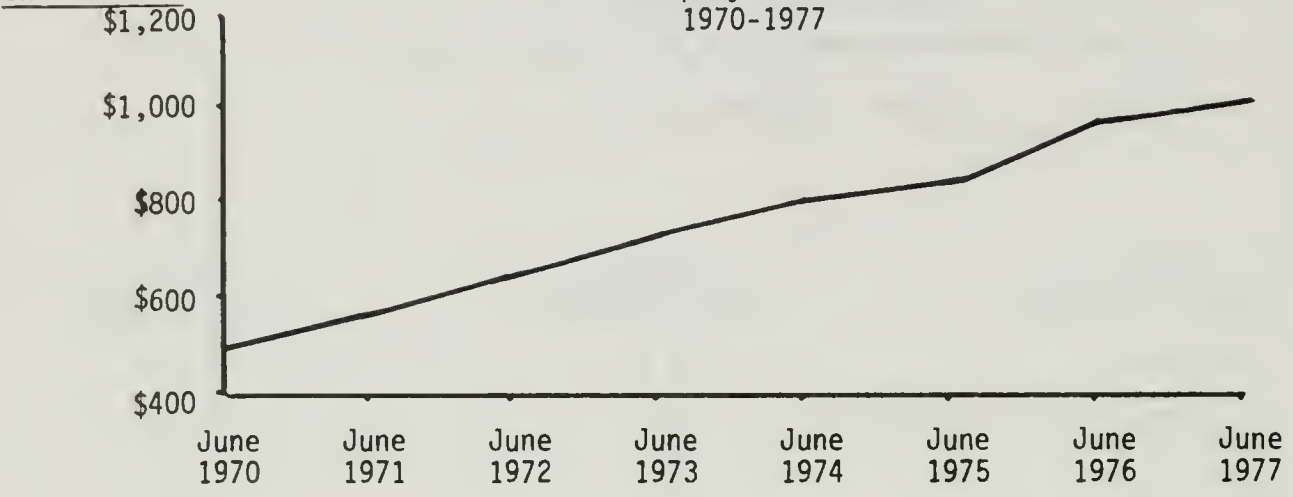
1969 - SEPTEMBER 1977

	AVERAGE WEEKLY EARNINGS	AVERAGE WEEKLY HOURS	AVERAGE HOURLY EARNINGS
1969	$ 90.47	35.9	$2.52
1970	93.74	37.2	2.52
1971	97.35	37.3	2.61
1972	98.74	36.3	2.72
1973	104.34	37.0	2.82
1974	110.96	36.5	3.04
1975	118.54	36.7	3.23
1976	124.10	36.5	3.40
Sept. 1977	129.58	36.4	3.56

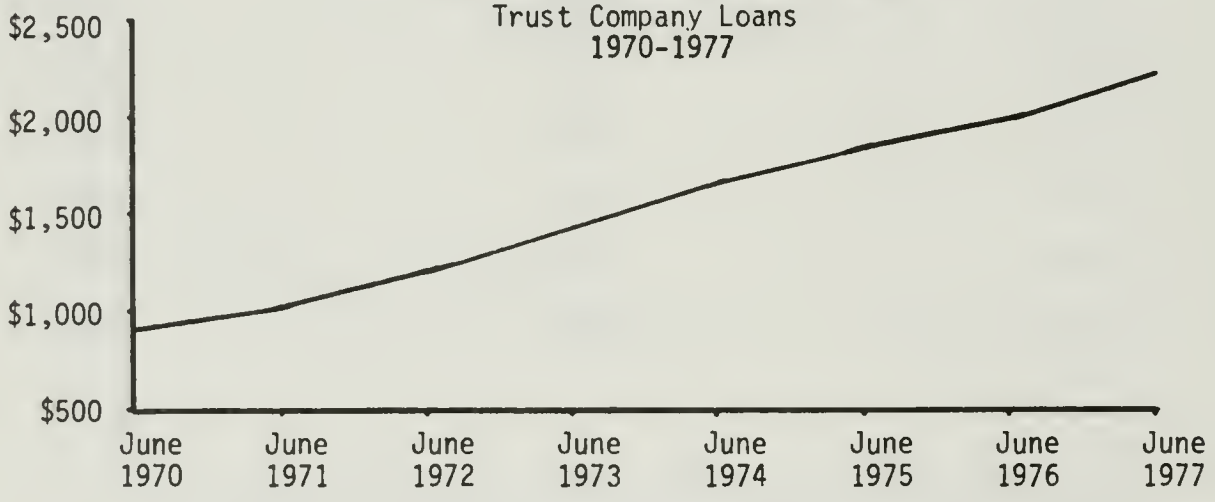
GRAPH IV

MONTANA

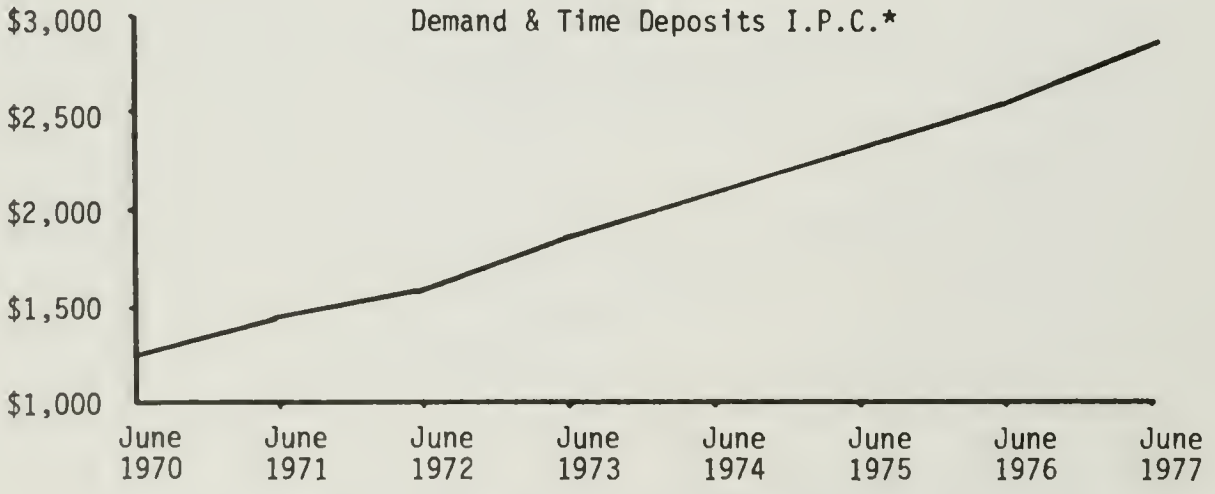
State Bank, National Bank, And
Trust Company Investments
1970-1977



State Bank, National Bank, And
Trust Company Loans
1970-1977



Demand & Time Deposits I.P.C.*



* Instruments of Personal Credit

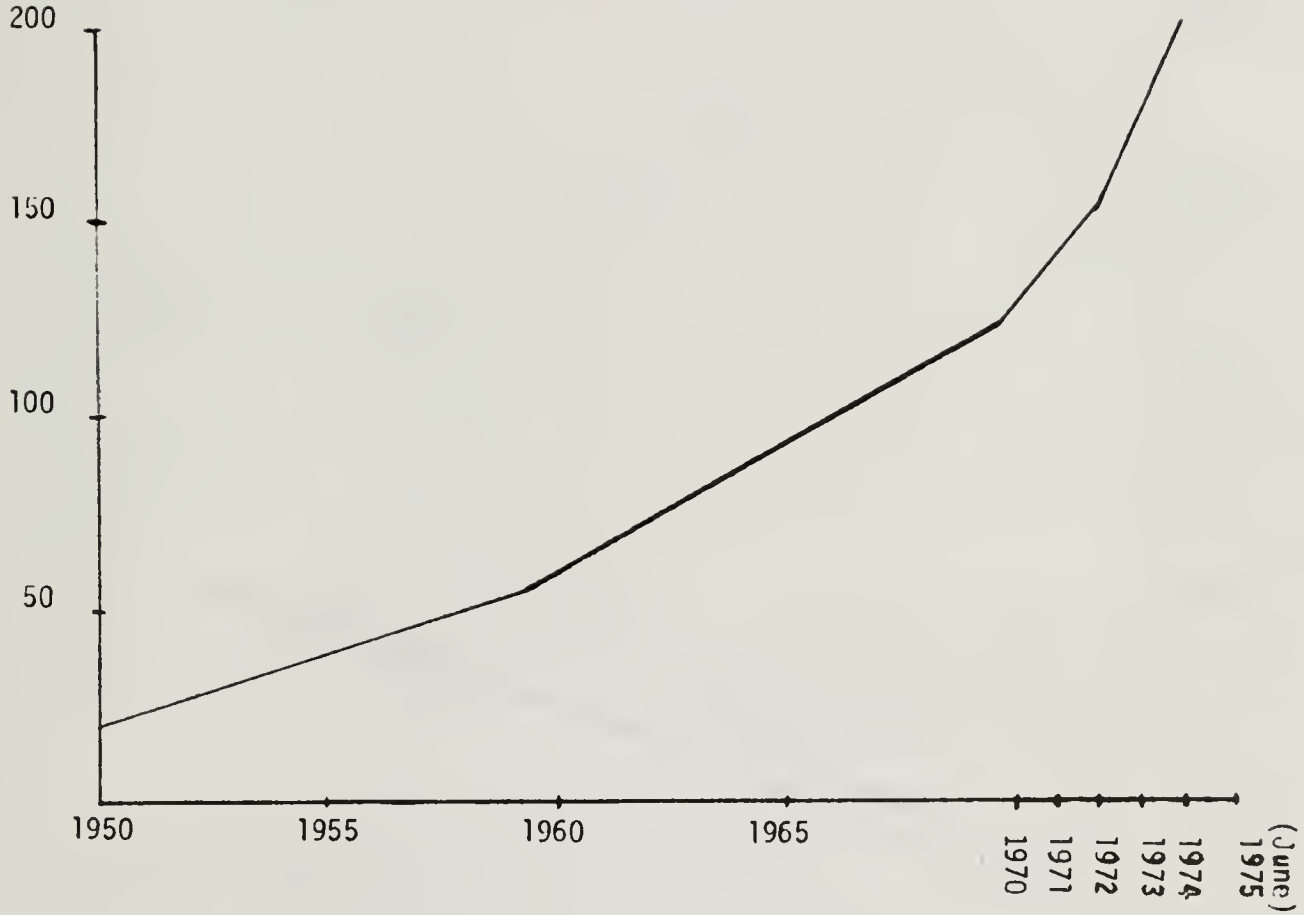
Source: "Abstract of Reports of Condition of Montana"

GRAPH V

NATIONAL

CONSUMER CREDIT 1950 to 1975

(In Billions of Dollars)



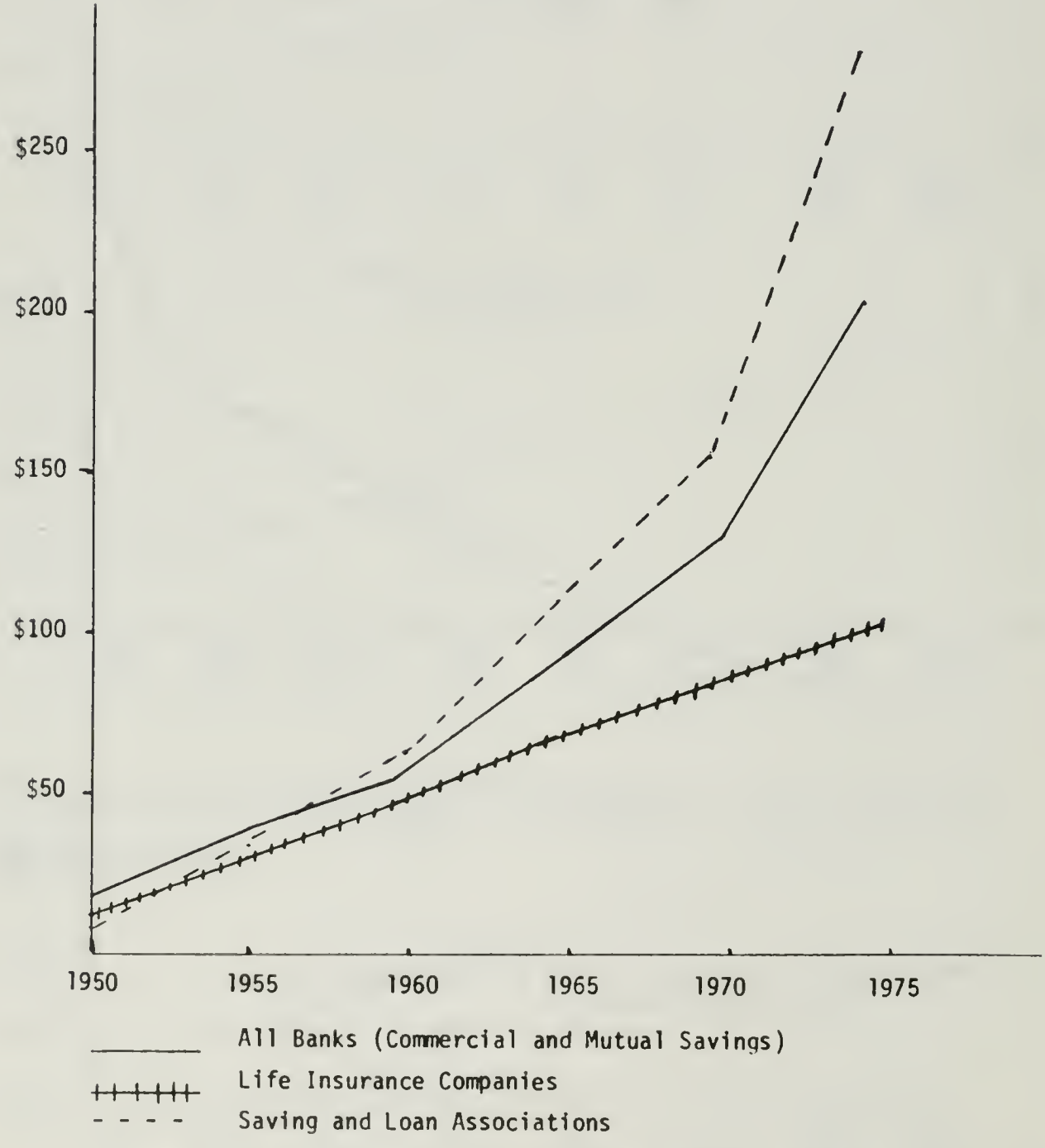
Source: Board of Governors of the Federal Reserve System, Federal Reserve Bulletin.

GRAPH VI

NATIONAL

MORTGAGE ACTIVITY OF BANKS, INSURANCE COMPANIES, AND SAVINGS AND LOAN ASSOCIATIONS: 1950 to 1975

(Loans Outstanding in Billions of Dollars)



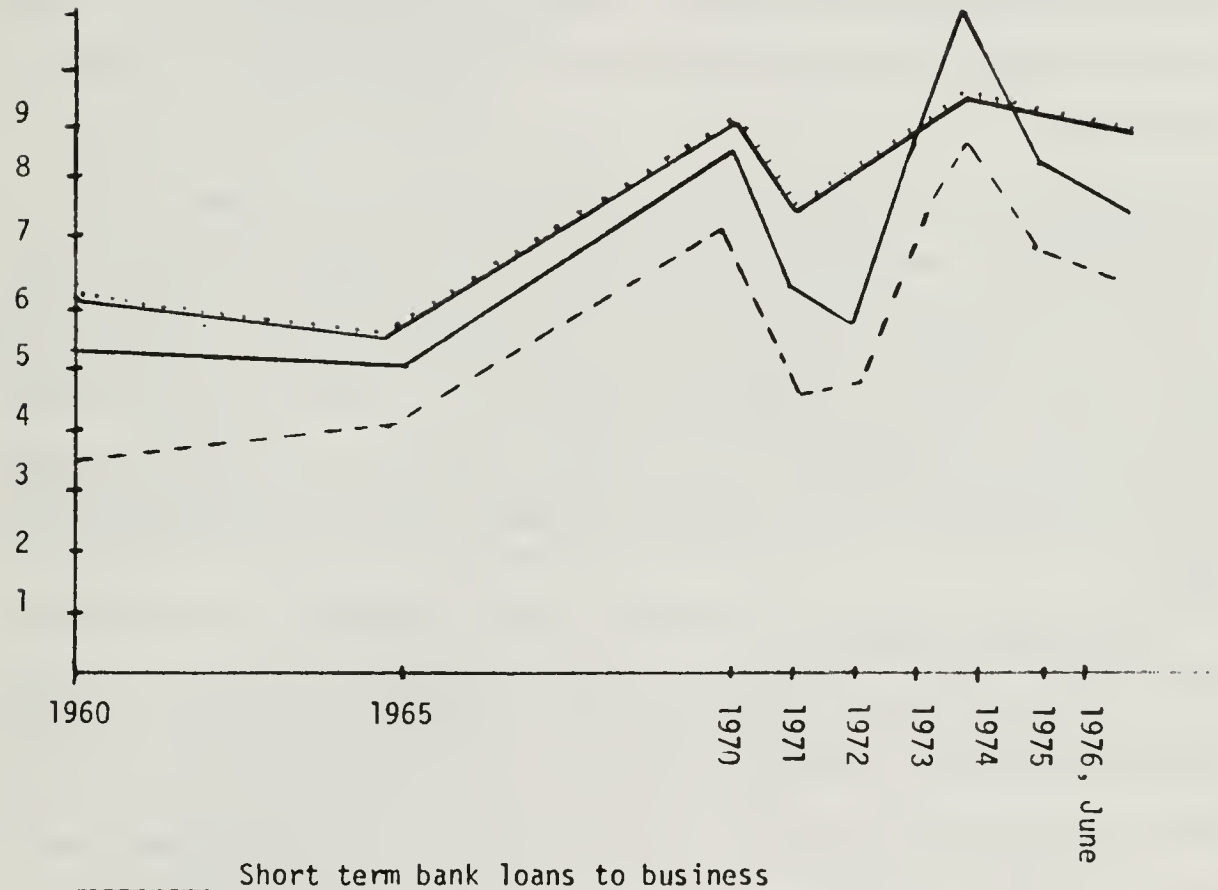
Source: Board of Governors of the Federal Reserve System, Federal Reserve Bulletin.

GRAPH VII

NATIONAL AVERAGES

SELECTED MONEY MARKET RATES 1960 to 1977

(Percent per Year)



_____ Short term bank loans to business

- - - - - U.S. Government Securities

..... Home Mortgages (F H A and Conventional)

Source: Board of Governors of the Federal Reserve System, Federal Reserve Bulletin.

METHODOLOGY

A. OES SAMPLE DESIGN.

The sample used in the OES survey represented a number of firms selected from a universe consisting of all finance, insurance, and real estate industry establishments covered under Montana's Unemployment Insurance Law. The sample selected from the universe was stratified into eight groups: Banking; Credit Agencies other than Banks; Security and Commodity Brokers, Dealers, Exchanges, and Services; Insurance; Insurance Agents, Brokers, and Service; Real Estate; Combinations of Real Estate, Insurance, Loans, Law Offices; Holding and Other Investment Offices.

Each stratum was then classified into nine cells based on employment levels by firm. The sampling ratio was selected with respect to the employment totals in each size cell. For large size cells, which had fewer establishments, the proportionate sample ratio was smaller; for small size cells, which had more establishments, the proportionate sampling ratio was larger. Altogether over sixty-two percent of the total employment in the Finance, Insurance, and Real Estate Industry was covered.

B. SURVEY CORRESPONDENCE.

1. Interviews were conducted via mail, telephone, and personal visits by Local Office personnel. Each establishment selected in the sample received a detailed survey form. Each survey form listed questions concerning employment levels, job titles, and job descriptions. The various job descriptions were prepared by the Bureau of Labor Statistics and were tested by occupational analysis field centers of the Employment and Training Administration, assuring accurate classifications of job descriptions. Also, to assure occupational homogeneity, the surveyed firms were separated into the eight major groups within the finance, insurance, and real estate division. Further, to assure consistency in the data, establishments in the survey were asked to use the month of December as the survey month.

2. The OES Finance, Insurance, and Real Estate Industry survey contained seven occupational categories:

1) Managers and Officer
2) Professional Occupations
3) Technical Occupations
4) Service Occupations
5) Maintenance, Construction, Repair, Material Handling and Power-plant Occupations.
6) Clerical Occupations
7) Sales Occupations

3. Occupational Classification.

The occupational classification system used in this OES program assumes a compromise classification between the 417 job titles from the Bureau of the Census and over 21,741 job titles from the Dictionary of Occupational Titles (DOT). By using both sources, this more flexible OES structure has the capability of taking advantage of some of the broad socio-economic characteristics of the Bureau of the Census and at the same time preserving the ability to provide DOT job definitions for Manpower Training and Analysis. Various occupations have been classified in the "all other" residual categories, because 1) only minimal on-the-job training was required, or 2) these occupations did not have significant amounts of education and/or training.

4. Survey Processing and Screening.

After data were collected, corrections were made, data were thoroughly screened, and final editing procedures were used to produce a "clean data file" The resulting clean data file is used to produce the occupational employment estimate for the eight industry groups in the universe industry. The estimating process uses ratio estimates and a series of weighting factors dependent upon the size cell of an establishment. For example, if the sampling ratio, or probability, of sample selection is one out of every five establishments, then the

sample weight is five. This result is thus called the weighted reported occupational employment. The ratio for each size class is computed from summed weighted reported data and then this ratio is multiplied by the occupational employment as of the reference date. Accurate and reliable computed ratios are extremely important for obtaining precise estimates for employment patterns. After the employment estimates are calculated for each of the size cells, the results are summed to produce occupational estimates for each industry.

5. Reliability and Accuracy of Occupational Employment Estimates.

Precision of statistical data is an essential criteria for manpower education and training to successfully analyze these estimates. To optimize precision, the following types of errors must be minimized:

a) Non-sampling errors - these are errors that arise from faulty responses to survey questionnaires, physical errors in processing surveys, inaccurately furnished data, and inadequate planning and data collecting. Great care in obtaining a "clean data file" has minimized non-sampling errors in the industry survey.

b) Sampling errors - these are errors that result from the difference between the sample data estimate and the entire population parameter, i.e. the industry universe. This type of error is strickly due to sampling techniques.

c) Standard errors - these errors are the square root of the variances of the estimates, where the variance of an estimate is equal to the product of squared and weighted sample observations and a series of correction factors needed when sampling from a finite population.

d) Relative error - these errors are an important tool in measuring precision of an occupational employment estimate. Relative error expresses the standard error of an estimate as a percentage of that estimate, i.e. relative error times occupational employment estimate is equal to the standard error. More precisely, if there are 100 managers and officers in the Banking group and relative error is 10 percent, then the standard error is simply 10. For example, assume we estimate a total of 300 managers and officers in all the size classes in the industry universe, and the standard error is computed as 40. This error measures the precision about the estimate of 300 managers and officers. Applying the formula, the relative error, then, expressed as a percent, is simply: $\frac{40 \times 100}{300} = 13.33\%$, at one standard deviation. That is, at one standard deviation from the true industry universe population of managers and officers, our estimate of 300 gives us a relative error of 13.33% at a level of confidence of 68%. Therefore,

we can say that 68% of the time our estimate will be 300+ (.1667 X 300), or between 260 and 340 managers and officers. Because of the fluctuation of the relative error from one occupational characteristic to another, an optimum sample design is virtually nonattainable.

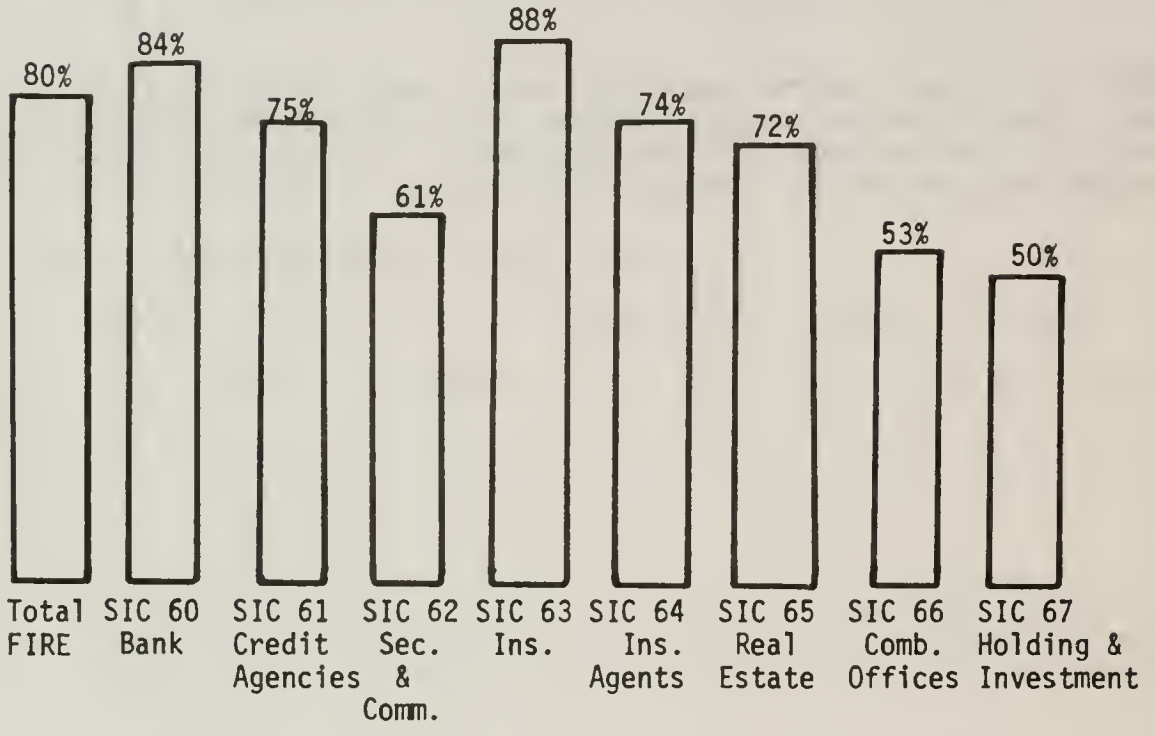
NOTE: Only those specific occupations with a relative error 50% or less were put in the publication. All occupations with relative error greater than 50% were put in the residual "all other" categories. As such the relative error was not computed for the residual categories.

GRAPH VIII

MONTANA OCCUPATIONAL EMPLOYMENT SURVEY

FINANCE, INSURANCE AND REAL ESTATE

Percent Survey Response (By Employment)



FINANCE, INSURANCE AND REAL ESTATE

Sampled Employment

As A Percent Of The Universe